

DOI Work Activity U0: Provide Trust Financial Management Services

Program Area:	Indian Trust Fulfillment
End Outcome Goal:	SEO 3 - Fulfill Indian Fiduciary Trust Responsibilities
Intermediate Outcome:	SIO 3.2 – Land and Natural Resources Management that Maximizes Return
DOI Sub process:	3b – Provide direct community services

Examples/Notes:

Work Activity Description: Activity includes all costs associated with trust financial management of Tribal and individual beneficiary trust accounts involving managing the collection, receipt, investment, and disbursement of funds generated by assets, as well as reporting on trust management activities. Also includes all costs to standardize processes, systems, and manage all account information as follows:

- ◆ Collect funds from non-mineral leasing activities;
- ◆ Collect gross mineral lease revenue;
- ◆ Process receipt/collection of funds from trust assets;
- ◆ After receipt of funds, maintain account balances, invest, disburse, and issue timely statements;
- ◆ Facilitate distribution of funds and assist with collection of revenues from trust assets determined by ownership of land and natural resource assets;
- ◆ Distribution of trust revenue by sending funds to the Office of Trust Funds Management (OTFM) as well as the BIA sending information necessary for OTFM to distribute funds;
- ◆ Invest trust fund assets as regulated by statute while considering the best interest of the beneficiaries; and
- ◆ Prepare financial reports on trust accounts and reconcile trust fund financial transactions and asset balance.

Output: Trust account transactions completed (i.e., account update, disbursements, etc.)	Unit of Measure: Number of completed trust account transactions (i.e., account update, disbursements, etc.)
Inputs: Work tickets with support documentation, account holder request, other government agency request, checks, money orders, schedule of collections, MMS form 2014, royalty reports, royalty checks and transfer of electronic funds, lease data from BIA and BLM, journal voucher, earnings and investments, disbursement authorization, staff time, contractor support, supplies/materials, and IT costs.	Cost Drivers: Requests for account holders, receipt of income from investments, judgment awards, the collection and distribution of trust revenue and reports from royalty payers to Indian beneficiaries

System Interfaces: TFAS, NX/a-17, Historical Query Database, OTFM Accounting Processing Control Log Database, CSS, Range Payout System, FFS & InfoPac reports, CA\$HLINK II, GOALS II, IPAC, IRMS, LRIS, TAAMS, PACER, ECS, DADS, ODR Database, and MMS mineral revenue financial management system.

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